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# NASA Procedural Requirements

**COMPLIANCE IS MANDATORY****NPR 7900.3B**Effective Date: June 14,  
2007Expiration Date: June 14,  
2012[Printable Format \(PDF\)](#)

Request Notification of Change

 (NASA Only)**Subject: Aircraft Operations Management****Responsible Office: Aircraft Management Division**

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## Appendix A: Definitions

**A.1 Acquisition.** Any means of bringing an aircraft under NASA control or into the property control inventory.

**A.2 Aircraft Classification.** NASA use of aircraft: Research and Development, Program Support, or Mission Management.

**A.3 Aircraft Inventory.** Aircraft inventory includes active, flyable storage, parts, and display aircraft.

**A.4 Airworthiness.** The capability of an aircraft to be operated within a prescribed flight envelope in a safe manner.

**A.5 Bailed Aircraft.** Any aircraft owned by one entity but under the operational control of another entity for an indefinite period under an agreement that may or may not include financial recompense. Thus, aircraft which are loaned to NASA, or which NASA loans to other entities, are bailed aircraft. As defined by 41 C.F.R. 102-33, Bailed Aircraft means a Federal aircraft that is owned by one executive agency, but is in the custody of and operated by another executive agency under an agreement that may or may not include cost reimbursement. Bailments are executive agency-to-executive agency agreements and involve only aircraft, not services.

**A.6 Borrowed Aircraft.** As defined by 41 C.F.R. 102-33, Borrowed Aircraft are aircraft owned by a non-executive agency and provided to an executive agency for use without compensation. The executive agency operates and maintains the aircraft.

**A.7 Center Chief of Flight Operations.** The Center Chief of Flight Operations is a generic term to indicate that individual who is responsible for overall supervision of all flight operations conducted by that Center, regardless of the specific Center title.

**A.8 Chartered Aircraft.** An aircraft procured under a one-time exclusive agreement that specifies performance and payment. The vendor operates charter aircraft. Note: The preceding Inter-Agency Committee on Aircraft Policy (ICAP) definition does not preclude NASA from specifying what type aircraft they wish to charter nor is a separate agreement required for each flight. As defined by 41 C.F.R. 102-33, Chartered Aircraft are aircraft that an executive agency hires commercially under a contractual agreement specifying performance and one-time exclusive use. The commercial source operates and maintains charter aircraft.

**A.9 Civil Aircraft.** Aircraft that are other than "public" or military aircraft. This includes aircraft engaged in carrying persons or property for commercial purposes, such as air carrier, commuter, charter, and leased aircraft, and Government aircraft carrying passengers.

**A.10 Configuration Control.** Conformity to type design is considered attained when the aircraft configuration and the components installed are consistent with drawings, specifications, and other data that are part of the type certificate and would include any supplemental type certificates and field-approved alterations incorporated into the aircraft.

**A.11 Contracted Aircraft.** An aircraft procured for an agency's exclusive use for a specified period of time by means of a formal contract under which the contractor is responsible for the operation, safety, and maintenance of the aircraft.

**A.12 Crew Duty Time.** The total time a crew is on duty. Crew duty time accrues consecutively and begins when a crew reports to a designated place of duty to begin preparation for a flight and ends when the engines are cut at the end of the flight or series of flights.

**A.13 Crew Rest.** The total time flightcrew members are assigned no official duties to provide for adequate rest. This includes crew transportation prior to participating in flightcrew duties.

**A.14 Disposition.** Any means of deleting an aircraft from NASA control or from the property control inventory.

**A.15 Flight Envelope.** Aircraft performance limits or limitations approved by the aircraft manufacturer, DoD, FAA, or established by a formal NASA airworthiness review.

**A.16 Functional Check Flight Pilot.** A PIC who is adequately trained and authorized by the Center Chief of Flight Operations to conduct Functional Check Flights of Center aircraft.

**A.17 Hazard Analysis.** The technique used to systematically identify, evaluate, resolve, and assess hazards.

**A.18 Instructor Pilot.** A qualified PIC who is designated by NASA to perform the functions of an instructor in the aircraft. An IP is qualified to instruct and evaluate other pilots.

**A.19 Leased Aircraft.** An aircraft that the Government has exclusive right (through a financial contract) to use for a specific period of time and for which the procuring agency is responsible for the operation and safety of the aircraft. Maintenance responsibility is defined under the terms of the contract. As defined by 41 C.F.R. 102-33, Leased Aircraft are aircraft hired under a commercial contractual agreement in which an executive agency has exclusive use of the aircraft for an agreed-upon period of time. The acquiring executive agency operates and maintains the aircraft.

**A.20 Loaned Aircraft.** An aircraft owned by one entity but under the operational control of another agency under an agreement that does not include financial recompense. As defined by 41 C.F.R. 102-33, Loaned Aircraft are Federal aircraft owned by an executive agency but in the custody of a non-executive agency under an agreement that does not include compensation.

**A.21 Maintenance.** Scheduled or unscheduled work on an aircraft that is required to attain or to sustain a state of airworthiness and meets all required standards, practices, and guidelines for airworthiness.

**A.22 Mission Management Aircraft.** Those administrative aircraft certified by the FAA and used primarily for passenger transport.

**A.23 Mission Required.** MMA flights where failure to use a NASA MMA would have a clear, negative impact on a NASA operational mission, prevent timely response to an aircraft or spacecraft accident, or threaten the health and safety of NASA personnel, and only when such travel could not be conducted using commercial airlines, charter aircraft service, or ground transportation to fulfill that mission need.

**A.24 Modification.** Any alteration, addition, or removal of aircraft structure, components, equipment, computer software, or primary instrumentation.

**A.25 NASA Aircraft.** Aircraft that are bought, borrowed, chartered, rented, or otherwise procured or acquired—including aircraft produced with the aid of NASA funding—regardless of cost, from any source for the purpose of conducting NASA science, research, or other missions, and which are operated by NASA or whose operation is managed by NASA.

**A.26 NASA Inter-Center Aircraft Operations Panel.** The IAOP is composed of the Chiefs of Flight Operations from Centers that operate aircraft, representatives from HQ AMD, advisors from appropriate Centers, and the Office of Safety and Mission Assurance.

**A.27 Other Official Travel.** MMA flights that are not classified as Required Use or Mission Required.

**A.28 NASA Pilot.** Pilots who perform piloting duties as a part of their official NASA position description to fulfill NASA contract requirements or in accordance with an interagency agreement, such as a military pilot on loan to NASA.

**A.29 Pilot Flying.** The pilot physically controlling the aircraft by hand-flying it or manipulating the controls through the autopilot.

**A.30 Pilot in Command.** A NASA pilot who holds the appropriate category, class, and, if appropriate, type rating or military qualification for the aircraft and is qualified in its operation by appropriate Center or MMA directives. The PIC has final authority and responsibility for the operation and safety of the flight.

**A.31 Pilot Monitoring.** The pilot not currently flying the aircraft but who is monitoring the other pilot's and the

aircraft's performance and position.

**A.32 Primary Aircrew.** The required pilot(s), flight engineer, and any other aircrew member so designated by the Center.

**A.33 Program Support Aircraft.** Aircraft used to support programs and operations other than the direct production and acquisition of data.

**A.34 Public Aircraft.** Aircraft used only in the service of a Government or a political subdivision. It does not include Government owned aircraft engaged in carrying persons or property for commercial purposes.

**A.35 Qualified Non-Crewmember.** An individual other than a member of the crew whose presence is required to perform, or is associated with the performance of, the mission the aircraft is supporting.

**A.36 Quality Assurance.** The act of attaining certainty that maintenance performed on aircraft meets all required airworthiness standards, regulations, practices, and guidelines.

**A.37 Required Use.** MMA flights where the use of Government aircraft is required because of bona fide communications or security needs or exceptional scheduling requirements.

**A.38 Research and Development Aircraft.** All aircraft directly related to the production or acquisition of data.

**A.39 Second in Command.** A NASA Pilot who is qualified by NASA to be SIC of an aircraft by appropriate Center or MMA directives.

**A.40 State Aircraft.** Public aircraft operating in international airspace

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